

**Anoka County's Alternative Tax Petition E-Service Procedure**  
**Per Resolution #2021-110**

**Statutory April 30 deadline for service/filing:** Generally, Minnesota Statutes section 278.01 requires service of one copy of a tax petition upon the county auditor, one copy on the county attorney, one copy on the county treasurer, and three copies on the county assessor. The county assessor then forwards one copy of the petition to the appropriate local governmental authorities and to the applicable school board of the district in which the property is located. For all counties, the petitioner must also file the copies with proof of service, in the office of the court administrator of the district court on or **before April 30** of the year in which the tax becomes payable.

**Acceptable Alternative Service of Tax Petitions on Anoka County Entities:**

The County of Anoka has adopted and will continue to accept **email service** of tax petitions for the April 30, 2022 tax year service/filing deadline, continuing for future tax years. Anoka County has set up a special email link for service of tax petitions, which is provided below. The tax petition email box will be monitored by certain designated staff to provide for service on all required entities: (1) County Auditor/Treasurer (via Property Tax division); (2) County Assessor's Office; and (3) County Attorney's Office.

For those Petitioners who do not have computers or are unable to serve via email, the County will accept filings by **U.S. mail**, without email, at the address provided below.

Email service, once acknowledged, shall constitute personal service on all Anoka County entities listed in this policy. However, **Petitioners are still responsible to file petitions** in District Court by the statutory filing deadline.

**SERVICE INSTRUCTIONS:**

- (1) **Email Service** of tax petitions on Anoka County entities may be accomplished by emailing the Petition to the following link: [RS-Atty-TaxAtty@co.anoka.mn.us](mailto:RS-Atty-TaxAtty@co.anoka.mn.us)
- (2) **Mail Service** of tax petitions on Anoka County entities may be accomplished by sending the Petition via regular U.S. mail to the following address:

Anoka County Attorney's Office  
2100 Third Avenue, Suite 720  
Anoka, MN 55303

**Acknowledgement of Service:**

Upon receipt of tax petitions, the County will issue to Petitioners an acknowledgment of service showing that the required county entities have been served.

**NOTE:** Anoka County reserves the right to modify or cancel this policy at any time. Notice of any changes in this policy/procedure will be posted on the county's website.